

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 73  
APRIL 13, 2011 – WORK SESSIONS**

## **Human Resources**

Work Session was held between the County Commissioners and Human Resources on Wednesday, April 13, 201, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners: Angie Homola, Chair**  
**Helen Price Johnson, Member**  
**Kelly Emerson, Member**

**Staff Present: Melanie Bacon, Human Resource Director**

**Others Present:** Elaine Marlow, Budget Director

Record Part 1 @00:05

**Subject: Performance Appraisals revisions**

**Attachment:** none

**Discussion:** The Board continued their review of revisions to Performance Appraisals.

**Follow up:** Melanie Bacon will meet with Commissioner Homola to discuss her concerns and bring the revisions to the Performance Appraisals to a future work session for final approval.

**Subject: Pay Plan Policy revisions**

**Attachment:** none

**Discussion:** The Board reviewed the revisions to the Pay Plan Policy and will bring it back for further discussion at an upcoming work session.

## Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, April 13, 2011, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff:** Debbie Thompson

**Staff Present: Bill Oakes, Director**

**Others Present:** Elaine Marlow, Budget Director

Record Part 1 @47:35

## Roads

**Subject: Closure of Frostad Road and Bidding Costs**

**Attachment:** none

**Proposed Action:** Road reconstruction requires the closure of Frostad Road Improvement project area from June 6, 2011, through October 21, 2011.

**Follow Up:** Okay with Board to move Resolution forward to Monday's agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 74  
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**Budget Director  
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, April 13, 2011, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Angie Homola, Chair  
Thompson

**Staff:** Debbie

Helen Price Johnson, Member  
Kelly Emerson, Member

**Staff Present:** Elaine Marlow, Budget Director

Record Part 1 @01:05:32

**Subject: 2012 Budget Process**

**Attachments:** none

**Proposed Action:** The Board engaged in dialogue about their goals for the 2012 budget process and directed the Budget Director to continue work on a 5-year financial forecast, provide revenue/expenditure information associated with major programs and services, and come up with a standard questions/information form to be provided by Department Heads and Elected Official in their budget packets.

**Follow up:** Continue discussion to April 20, 2011 work session.

Record Part 2 @00:01

**Subject: New Liquor license application (354674-3D) - Bailey's Corner Store (wine/beer)**

**Attachments:** none

**Proposed Action:** *Commissioner Price Johnson moved approval for a new liquor license for Bailey's Corner Store. The motion was seconded by Commissioner Emerson and carried unanimously.*

**Subject: Communications**

**Attachments:** yes

**Proposed Action:**

The Board agreed to move forward with "Constant Contact" for their individual newsletters. They felt it was an important tool for communicating with the public and acknowledged that the County's IT bandwidth dictates using outsourced capacity.

Elaine Marlow reviewed the three basic options for video recording BOCC meetings and making those videos available to the public. The Board requested further information from AV Capture and Granicus. Elaine will contact the vendors and work with IT to arrive at a definitive proposal to present to the Board at a future work session.

**Subject: Staffing issues on Camano**

**Attachment:**

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**Proposed Action:** Kelly Emerson will check with Kate Kappel about working extras hours to allow the public to remain in the building when Board meetings run through the lunch hour or past 4:00 p.m.

**EXECUTIVE SESSION ANNOUNCED**

The Board of Island County Commissioners will meet in Executive Session as allowed under RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment, beginning at 1:30 p.m., in the Commissioner's Hearing Room, County Annex Building. The session was anticipated to last an hour and a half with no announcement afterwards in open public session.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Angie Homola, Chair

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Helen Price Johnson, Member

\_\_\_\_\_  
Kelly Emerson, Member

ATTEST:

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Elaine Marlow, Clerk of the Board